DEPARTMENT OF PHILOSOPHY

Student HANDBOOK

2023–2024

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WELCOME TO THE DEPARTMENT OF PHILOSOPHY

'It is important to say that philosophy welcomes all reasoned and reasonable points of view. It welcomes all arguments, all of the reasonable points of view on all subjects. It questions, it investigates, it evaluates and sometimes concludes that there are no answers only questions. For this reason, there is no party line in philosophy.'

Prof. Michael W. Dunne, Head of Department

MEMBERS OF STAFF

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PRACTICAL INFORMATION

The Academic Year

25-29 September 2023	Commencement of lectures
13 October 2023	Change of Module Deadline for all Continuing Students
20 October 2023	Change of Subject Deadline for First Year Students

For all important dates of the Academic Year visit
https://www.maynoothuniversity.ie/registrar/key-term-dates

Notice Boards, Moodle, and Website

The department's notice boards, Moodle, and the website are important methods of communicating with students. Important information (such as tutorial times and lists, changes in the timetable or in lecture times) will be posted there from time to time. Please consult these notice boards, Moodle, and the website regularly.

Student Emails

Likewise, please check your university email account regularly, as this is an important means of communication with the university. You will have received your personal student email account at registration.

The Library

While a lot of material is available online, a trip to the library is still worthwhile. You will find many books and journals there that have not been digitized.

If you have questions about the library, you are welcome to contact Áine Carey (aine.carey@mu.ie) or Saoirse de Paor (saoirse.depaor@mu.ie). They can explain what you need to know.

Staff-Student-Committee

Students from each year elect two representatives for this committee, whose purpose is to allow students to provide feedback to the Department about their educational experience. Look out for information on the nomination and election process from the MU Students' Union.

Registration, Module Information, and Credits

At the beginning of each semester, students register *online* for the modules they wish to take. Each module comes with a particular number of credits, which are also called 'ECTS credits' (ECTS = European Credit Transfer System). You need to make sure to accumulate enough credits to graduate. A normal academic year of full-time study over two semesters is worth 60 credits for undergraduates.

Lecture times and venues are found in the 'courses' section of the university website and on the departmental notice board. Please consult the module Moodle pages any changes or updates.

For Philosophy as an Arts Subject and details of individual modules, including content, assessment, learning outcomes, timetable, and venues please visit https://apps.maynoothuniversity.ie/courses/?TARGET=SUBJECT&MODE=VIEW& OFFERING_CODE=U_HONS_DEGREES&QUALIFICATION_CODE=ARTS&SUBJECT_ CODE=12430&YEAR=2023

Tutorials

Some modules will be accompanied by tutorials. You should register for tutorials through the Moodle page or talk to your lecturer. Details of the tutorial groups and times will be posted to Moodle and will also be available on the Philosophy Department notice board, which is located in the corridor outside of the departmental office (Room 12 Arts Building). Please check your modules on Moodle regularly.

Tutorials normally commence in the third week of term.

EXAMINATIONS MARKING SYSTEM

Letter Grade	Descriptive Heading	%	Class
A++	answer that could not be bettered	100	I
A+	exceptional answer displaying unexpected insight	90	I
A	undoubtedly first class, flawless answer, demonstrating originality	80	I
A-	almost flawless answer demonstrating some originality	70	I
B+	extremely high competence, perhaps displaying limited originality or technical flaws or minor errors	68	II-1
B	fundamentally correct and demonstrating overall competence	65	II-1
B-	competent performance, substantially correct answer but possibly containing minor flaws or omissions	60	II-1
C+	awarded on the basis of the answer being somewhat better than a C but below a B-	58	II-2
C	basically correct answer with minor errors or one major error/omission	55	II-2
C-	awarded on the basis of the answer being somewhat below a C but better than a D+	50	II-2
D+	no more than adequate answer	48	III
D	adequate answer with serious errors or omissions	45	P
D-	lowest passing grade, barely deserving to pass	40	P
E+	The answer is inadequate and does not deserve to pass.	38	F
E	The answer fails to address the question properly but displays some knowledge of the material.	35	F
E-	Answer fails to address the question.	30	F
F+	little relevant or correct material but some evidence of engagement with question	20	F
F	very little relevant or correct material	10	F
F-	totally irrelevant answer	0	F

STUDYING ABROAD

Experiencing time abroad can profoundly enrich one's education. Residing in a foreign country offers a fresh perspective on our own culture while opening up new horizons. Students travel abroad in their third year of study, returning to complete their final year in Maynooth before graduating. All students are invited to apply for study-abroad opportunities *early in their second year*. The entire third year is spent abroad, so that a three-year B.A. degree turns into a four-year B.A. International degree.

There are certain conditions. Thus, all students wishing to study abroad must successfully pass their first- and second-year modules. Furthermore, since one applies to study abroad early in the second year, it is important to do well in one's first-year modules. This is because our partner universities will judge applications based on first-year results. Finally, students wishing to study abroad in non-EU destinations must pass all of their modules in the summer. It is not possible to go to a non-EU country and sit the autumn repeat examinations.

Students interested in studying abroad should contact the Department's international student coordinator, Dr Amos Edelheit @ amos.edelheit@mu.ie.

INTERNATIONAL STUDENTS

International students who wish to study philosophy at Maynooth University are free to attend most of the modules offered by the Department during the semester or year of their visit. There may be certain restrictions imposed by the student's home institution.

Note:
Our first-year modules are worth 7.5 credits each. Please pay heed to this fact when putting together your programme of studies, so that you do not end up falling short of your home institution's requirements.

International students select the modules in which they wish to enrol online, just like everyone else. The international coordinator of the department approves (or, in rare cases, does not approve) these choices. After arriving here, if a student needs to change a module (because of a timetabling conflict, for example) he or she should contact the international coordinator. The Philosophy Department's coordinator for international students Dr Amos Edelheit @ amos.edelheit@mu.ie will be happy to advise you.

Examination Procedures for Visiting International Students

There is no difference in how 'home' and visiting international students are assessed. This applies except if you are attending Maynooth University *only for the first semester* and a module has a final written examination in January 2023. In its place, international students who are only in Maynooth for the first semester will do an essay assignment set by the module lecturer. Details should be discussed with the module lecturer whom you should notify at the beginning of the module.

NON-PHILOSOPHY STUDENTS WISHING TO TAKE A PHILOSOPHY MODULE

Non-philosophy students who wish to take a philosophy module are more than welcome. The first-year modules will not be more difficult for them than for philosophy students. Advanced second- or third-year modules may be a different matter. Before you enrol in such a module, it is wise to speak with the lecturer concerned or with the head of department.

SUBMISSION PROCEDURES FOR WRITTEN WORK

Unless specified (such as Moodle discussion forum, Padlet, etc.) all written work such as essays, reaction papers etc. essays **must be submitted through Turnitin on Moodle**. You need to observe the published deadline.

In general, late submissions will not be accepted, unless you have obtained an extension from the module lecturer in advance. Submitted requests should include the reasons for your request and supporting documentation, such as medical certificates. The lecturer will let you know their decision. Please note that extensions cannot be granted beyond the end of the relevant examination period.

ACADEMIC MISCONDUCT AND ACADEMIC INTEGRITY

Where a student is required to produce work for assessment, it is expected that the work is the student's own work and is produced in a fair and honest manner. Students are required to be aware of and comply with the subject-specific requirements set by the individual Departments or module leaders on different assessments and need to be aware that these may differ not only by subject but also by assessment.

Academic misconduct includes plagiarism (for example, the use of unacknowledged sources in essays, assignments, or any other form of assessment), cases of personation, or of procurement or purchase of essays or other material written by others. Academic misconduct also includes unauthorised uses of Artificial Intelligence (AI) tools or other computer-generated material (i.e., outside the terms of Departmental policies).

(From the Maynooth University Policy on Academic Misconduct and Academic Integrity) For more details on Academic Misconduct see the Maynooth University Policy on Academic Misconduct and Academic Integrity @
https://www.maynoothuniversity.ie/university-policies/academic-policies-procedures

A note on AI

Using **Artificial Intelligence (AI) tools** or other computer-generated material to complete all or part of an assessment without acknowledgement and outside the terms of Departmental policies or requirements for individual assignments is considered to be a breach of Academic Integrity and will be treated as such. In the Department it will be

clearly signalled if the use of AI tools is permitted for a particular assignment and AI tools may be used **only** for those assignments. If you do so you will need to specify according to the specific guidelines what you have used, why and how you have used it, and how you verified the produced content.

Any breach of Academic Integrity will not be tolerated and may have serious consequences. If in doubt what is permitted, please speak to your lecturer.

ACADEMIC WRITING SUPPORT

The Academic Writing Support offers free, friendly, non-judgemental writing help to any student, undergraduate or postgraduate, regardless of course, degree or level. Their support is primarily through one-to-one appointments, where students can discuss their writing with peer/expert tutors. In addition, the academic writing support team offer writing workshops, support writing groups, engage in discipline-specific work, and research in academic writing and related fields.
They offer appointments face-to-face and online; where you have a face-to-face appointment that will take place in in the Arts Building when the 23/24 semester commences.

For more information please visit
https://www.maynoothuniversity.ie/student-success/your-academic-journey/writing-support